

CHESTERFIELD COUNTY ENVIRONMENTAL ENGINEERING

PLAN SUBMITTAL CHECKLIST FOR _____ SUBDIVISION

PRINT SUBDIVISION NAME

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1. TRANSMITTAL LETTER

All submissions will be accompanied by a transmittal letter clearly identifying the submitting firm, design engineer, contents, and any explanations needed to clarify the purpose of the submittal.

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2. COVER SHEET

Vicinity sketch showing existing road names, Developer's full walk-in address (street address as well as P. O. Box, if any) and phone number, Zoning classification received with case number, Planning Commission tentative approval date, All other currently required information.

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3. DISTANCE TO NEAREST INTERSECTION

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4. EROSION CONTROL PLAN WITH CONSTRUCTION/E.C. NARRATIVE

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5. PLANNING COMMISSION AND/OR ZONING REQUIREMENTS ADDRESSED PROPERLY (IF ANY, ATTACH COPIES)

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6. TRAFFIC COUNTS AND ANALYSIS WITH OVERALL TENTATIVE

Master Plan of all proposed sections and or phases. The Master Plan must depict traffic patterns and vehicle per day counts. On any road that is proposed to extend into another subdivision or vacant parcel a traffic analysis is required. The analysis must contain an overall plan of adjacent property and computations indicating how the vehicles per day projections were arrived.

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7. COMPLETE INTERSECTION ANALYSIS AT EXISTING STATE ROADS

Typical Section. Provide plan sheet which depicts the existing state road typical section for a distance of 600 feet in both directions. Indicate all existing entrances and crossovers along the entire 1200 feet of road on both sides of the road.

Sight Distance. Specify intersection sight distance for proposed roads in both directions. Indicate on the plan the line of sight. Provide vertical and horizontal sight distance profiles along the line of sight. Sight distance is checked measured from 15 feet from edge of pavement in the center of the connecting road and at a height of 3.5 feet. When looking in both directions, an object 4.25 feet high must be seen.

Pavement widening along existing state road. Provide typical section which indicates pavement design, shoulder width and ditch depth, cross-slope of existing pavement and proposed pavement, indicate dimension from center line of existing road to edge of turn lane and taper section. Indicate length of turn lane and taper section. Provide center line elevations, existing edge of pavement, and turn lane edge of pavement or top of curb elevation every 50 feet. Provide a separate column for VDH&T notes.

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8. ON-SITE HYDROLOGY

This is considered to be within the tentative area. This should be on 5 foot contours with separate drainage areas divided showing acreage contribution to each point of entry to drainage system.

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9. OFF-SITE HYDROLOGY

Off-site hydrology **must** be included in the plan assembly and **not** submitted separately under separate cover.

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10. **DRAINAGE FLOW ARROWS AND BREAK POINTS ON PLAN VIEW**

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11. **ROAD PROFILES OF ALL ROADS AND STUBS**

To include existing ground, hydraulic grade line, drop inlets, percent slope, including stub roads and 300 feet beyond property line, distance of left and right offsets, ditch profiles if different from road slopes

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12. **EASEMENT PROFILES ON ALL MAN-MADE OUTFALLS**

To include percent of slope, hydraulic grade line information, as well as stationing that corresponds to plan view stationing

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13. **STATIONING ON PLAN VIEW OF ALL EASEMENTS AND RIGHT-OF-WAY FOR CORRELATION WITH PROFILE**

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14. **PROVIDE MS-19 ANALYSIS ON ALL OUTFALLS**

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15. **DESIGN CALCULATIONS FOR ALL STRUCTURES**

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16. **INFORMATION ON EXISTING STRUCTURES THAT AFFECT SITE , E.G.,
'EXISTING 24" CMP INVERT IN AND OUT'**

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17. **SHOW ALL BACKWATERS AND 100 YEAR FLOOD PLAINS**

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18. **STATIONING ON TOPO SHEETS, ALSO LOT NUMBERS**

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19. **CHESAPEAKE BAY REQUIREMENTS**

Chesapeake Bay requirements must be addressed in full to include, but not limited to, RPA delineation and BMP design.

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20. **STREETLIGHTS**

A separate, detached plan sheet must be submitted depicting all existing and proposed roads, vehicle counts, and locations of required streetlights as determined under the guidelines of the Chesterfield County Streetlight Policy as it pertains to new development.

REVISED PLANS:

All revised plans should be submitted in five (5) sets. Each assembly of five (5) sets shall include a transmittal letter as described in item 1, pertinent information on which any changes were based, a copy of any review letter that generated the changes, and the appropriate revision date changes noted on the plans.